



Plattsburgh, New York

Randal J. Stone
Assistant Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-561-5965
Fax: 518-561-8236
stoner@cityofplattsburgh-ny.gov

MEMO

TO: Mayor Donald Kasprzak
Members of the Common Council

FROM: Assistant Fire Chief, Randal Stone

DATE: July 18, 2013

RE: Fire and Ambulance Responses

For this two week period: Tuesday, July 2, 2013 to Wednesday, July 17, 2013
our Department has responded to the following:

Fire Calls	48
	1 dumpster/outside fire
	22 system activations
	21 EMS assist
	1 excessive heat scorch burn
	1 electrical wiring/equipment problem
	2 MVA
Ambulance Calls	102
Mutual Aid by CVPH	15

BUILDING INSPECTOR'S COMPLAINT REPORT: JULY 16, 2013

DATE	STREET ADDRESS	STREET NAME	COMPLAINT	INSPECTOR	INSPECTION REPORT	CORRECTED	CORRECTION DATE
06/10/13	45	LAFAYETTE ST	GARBAGE, GARAGE FALLING	KP/JM	VERBAL NOTICE OF VIOLATION	CORRECTED	7/11/13
07/15/13	4	CHARLES WAY (102 MILLER ST)	ROACHES, MOLD: REFERRED BY CCHD	KP		CORRECTIVE ACTION IN PROCESS	
5/28/13		HOLLAND AVENUE	BUSINESS IN RESIDENTIAL AREA	JM	NO VIOLATIONS	NO CORRECTION REQUIRED	
7/1/13		DURKEE STREET/MARGARET ST	GARBAGE	CB		CORRECTIVE ACTION IN PROCESS	
7/1/13	52	SOUTH PLATT ST	CEILING LEAK	KB		CORRECTIVE ACTION IN PROCESS	
7/10/13	11	BROAD ST (1 PINE ST)	LEAD PAINT, MOLD	KB		CORRECTIVE ACTION IN PROCESS	
7/10/13	124	US OVAL	OVERGROWN BRUSH	KB		CORRECTIVE ACTION IN PROCESS	
7/10/13	130	BRINKERHOFF ST	TALL GRASS	CB		CORRECTIVE ACTION IN PROCESS	
7/10/13	50	MARGARET ST	GARBAGE	CB		CORRECTIVE ACTION IN PROCESS	
7/11/13	5352	PERU ST	NEGLECTED PROPERTY	KB		CORRECTIVE ACTION IN PROCESS	
7/11/13	92	COURT ST	MOLD	CB		CORRECTIVE ACTION IN PROCESS	
7/15/13	43	HAMILTON ST APT. 102	MOLD	CB		CORRECTIVE ACTION IN PROCESS	
7/5/13	16	HOLLAND ST	OVERGROWN BRUSH (ABANDONED HOME)	KB		CORRECTIVE ACTION IN PROCESS	

DATE	STREET #	STREET NAME	COMPLAINT	DPW	INSPECTION REPORT	CORRECTED	DATE
7/9/13		BAILEY AND MONTCALM AVE (CORNER OF)	REFERRED BY DPW FOR CHAIR BETWEEN WALK AND CURB	KP	DPW ORDER TO PICK UP	CORRECTED	7/10/13
7/9/13		GOLD ST	GARBAGE	CB		CORRECTIVE ACTION IN PROCESS	
7/9/13	5153	US AVE	MULTIPLE LEAKS, NO OUTSIDE LIGHTS	KB		CORRECTIVE ACTION IN PROCESS	

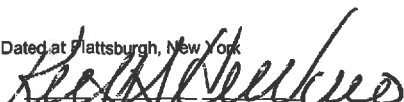
CITY OF PLATTSBURGH, NEW YORK
OFFICE OF THE CITY CLERK

Following is a complete statement of all monies received during the month of:

"Jun 2013

REVENUE SOURCE	CITY REVENUE	DUE OTHERS	TOTAL
Bingo Licenses (City)	25-2540	0.00	0.00
Bingo Licenses (State)	1-0632	0.00	0.00
Bingo License Fees 3%	25-2540	260.66	260.66
Building Permits	25-2555	12818.00	12818.00
Circus License	25-2502	0.00	0.00
City Code	12-1255	0.00	0.00
Code Civil Compromise	26-2614	0.00	0.00
Contractor Fees	25-2557	200.00	200.00
Dog Licenses	25-2542	400.00	400.00
State Neuter/Spay surcharge		68.00	68.00
Extract of Records	12-1255	2.50	2.50
Game of Chance Lic. (City)	25-2541	0.00	0.00
Game of Chance Lic. (State)	1-0632	0.00	0.00
Gas Permits	15-1540	45.00	45.00
Going Out of Business Lic	25-2509	0.00	0.00
Hauler's Licenses	25-2505	130.00	130.00
Housing Code	21-2110	0.00	0.00
Impound Fees	15-1550	125.00	125.00
Interest Temp	1124-2401	23.52	23.52
Jeweler's Licenses	25-2503	0.00	0.00
Marriage Licenses	25-2545	840.00	1080.00
Notary Fees	12-1255	4.00	4.00
Peddler/Vendor Licenses	25-2503	0.00	0.00
Returned Check Charges	12-1255	0.00	0.00
Sign Permits	25-2590	95.00	95.00
Specifications	T-30	300.00	300.00
Special Use Permits	21-2110	0.00	0.00
Subdivision Fee	21-2110	0.00	0.00
Subdivision Ordinance	12-1255	0.00	0.00
Taxi Operator's Licenses	25-2507	150.00	150.00
Taxi Vehicle Licenses	25-2504	245.00	245.00
Tree/Stump Removal License	25-2508	0.00	0.00
Vital Statistics	16-1603	4414.00	4414.00
Zoning Ordinances	21-2110	0.00	0.00
Zoning Variances	21-2110	200.00	200.00
			0.00
OTHER REVENUE			
Riverwalk			
1127-2753	270.00		270.00
Auditorium			
1127-2752	0.00		0.00
Centennial Plaques			
1127-2705	0.00		0.00
Centennial Books			
1127-2656	0.00		0.00
RECOVERED FUNDS			
Telephone			
1-1410000-4414	0.00		0.00
Postage			
1-1410000-4470	0.00		0.00
Print & Copy			
1-1410000-4431	0.00		0.00
DISBURSEMENTS:	\$20,222.68	\$1,448.00	\$21,670.68
N.Y.S. Dept of Health	\$1,080.00	Check No 1270	
N.Y.S. Dept of Ag & Mkts	\$68.00	Check No 1271	
Total Paid Others:			\$1,148.00
ADJUSTMENT: None			\$0.00
Chamberlain (Spec. Deposits)	\$300.00	Check No 1272	
Chamberlain (Net Revenues)	\$20,222.68	Check No 1273	
Amount Due City Chamberlain:			\$20,522.68
			\$21,670.68

Dated at Plattsburgh, New York


Keith A. Berkalo,
City Clerk

10-Jul-13



Plattsburgh, New York

Building and Zoning Department
41 City Hall Place
Plattsburgh, New York 12901
Ph: (518) 563-7707
Fax: (518) 563-6426

July 16, 2013

Honorable Mayor Donald Kasprzak
Members of the Common Council
City Clerk
41 City Hall Place
Plattsburgh, NY 12901

Dear Mayor, Councilors and City Clerk:

Please be advised that the Zoning Board of Appeals held a Public Hearing on July 15, 2013,
at 7:00 PM in the Common Council Chambers to hear:

<u>APPEAL</u>	<u>APPLICANT</u>	<u>REQUEST</u>
1969	NORM LANGLOIS 49 ELM STREET	CLASS B VARIANCE SUBDIVIDE ONE LOT INTO TWO, MAKING ONE OF THE LOTS DEFICIENT GRANTED
1972	MARY MAHER 38 PROSPECT AVENUE	CLASS B VARIANCE PROPOSING CONSTRUCTION OF 12' X 24' DECK IN FRONT YARD SETBACK (INCLUDES HANDICAP RAMP) POSTPONED ON THE BOARD'S BEHALF
1973	ANTHONY KAY 46 ELM STREET	CLASS B VARIANCE ERECT A FENCE IN A REQUIRED FRONT YARD SETBACK HIGHER THAN ALLOWED GRANTED
1974	HAROLD CHASKEY, JR. 151 BRIDGE STREET	CLASS B VARIANCE EXPAND DOCTORS OFFICE GRANTED

1975

BRIAN AND MARGARITA BARCOMB
162 BROAD STREET

CLASS B VARIANCE
ERECT FENCE WITHIN
REQUIRED FRONT YARD
HIGHER THAN 4 FEET
GRANTED

A handwritten signature in black ink, appearing to read 'Joe McMahon', with a long, sweeping horizontal stroke extending to the right.

Joseph McMahon
Building Inspector

JM/dj



Plattsburgh Police Department
45 Pine Street

Plattsburgh, New York

518-563-3411
518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

June 13, 2013

Mayor Donald M. Kasprzak
And Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Dear Mayor and Council Members;

Attached please find the monthly report of the Parking Violations Bureau for May 2013.

Respectfully Submitted,

Chief Desmond J. Racicot
Plattsburgh Police Department

HLS

PARKING VIOLATIONS BUREAU

Monthly Report for May 2013

	<u>MAY 2013</u>	<u>MAY 2012</u>
TICKETS ISSUED:	106	125
TICKETS COLLECTED:	86	127
REVENUE FOR MONTH:	\$3,828.50	\$3,763.00

YEAR TO DATE TOTALS:

	<u>MAY 2013</u>	<u>MAY 2012</u>
TICKETS ISSUED:	701	993
TICKETS COLLECTED:	594	920
REVENUE:	\$21,671.50	\$28,280.25

COMPARISON: Parking tickets issued for May. 2013: Down 9
 Parking tickets collected for May. 2013: Down 41
 Revenue for May. 2013: Up \$65.50
 Amount Dismissed: \$312.75

BREAKDOWN FOR JANUARY 2013

CITY OF PLATTSBURGH PARKING TICKET SYSTEM

01/31/201

5/31/2013

SUMMARY OF PARKING TICKETS - BY OFFICER

VL --DESCRIPTION--	MANUAL-MTD	MANUAL-YTD	HH-MTD	HH-YTD	-VALUE-MTD-	-VALUE-YTD-
42 NO PARKING	13	27	14	80	550.50	3,032.50
43 NO STANDING	0	1	0	0	0.00	15.75
44 SIDEWALK	0	6	0	1	0.00	261.00
46 CROSSWALK	0	2	0	0	0.00	30.75
47 ZONE/CURB	0	0	0	1	0.00	15.00
52 HIGHWAY	0	1	0	0	0.00	35.00
54 DRIVEWAY/BLOCK	0	3	3	6	46.50	291.75
55 TAXI ZONE	4	38	0	17	105.00	1,644.75
57 CROSSWALK 20'	0	1	0	0	0.00	15.00
62 FIRE HYDRANT	0	0	1	13	15.00	273.75
64 WWY2WAY	0	5	0	1	0.00	105.75
67 ANGLE	0	0	2	10	32.25	286.50
68 OVERLINE	0	0	1	3	15.00	65.25
70 OVERTIME 30 MIN	0	0	6	11	94.50	227.25
71 OVERTIME 1 HR	0	0	0	11	0.00	340.50
72 OVERTIME 2 HR	0	2	48	243	834.00	5,947.00
78 TIME LOADING	0	0	2	3	82.00	144.00
81 HANDICAP	0	0	5	26	375.00	2,514.00
86 SNOW BAN	0	68	0	55	0.00	8,485.50
87 LIM SNOW BAN	0	0	0	10	0.00	417.50
90 NO PARKING EVEN	0	0	1	4	15.00	94.50
91 NO PARKING ODD	0	0	1	4	15.00	60.00
95 20' INTERSECTION	0	0	0	1	0.00	15.00
98 12" CURB	0	0	0	6	0.00	90.00
107 SNOW 12:01-6 AM	0	0	0	26	0.00	1,793.50
TOTALS:	20	137	43	459	1,191.00	26,201.50

TOTAL NUMBER OF TICKETS ISSUED FOR THIS MONTH	= 254	106
TOTAL NUMBER OF TICKETS ISSUED FOR THIS YEAR	= 254	702
PERCENT OF THIS MONTHS TICKETS ISSUED MANUALLY	= 16.93	16.04 %
PERCENT OF THIS MONTHS TICKETS ISSUED WITH HANDHELDS	= 8	83.96 %
PERCENT OF THIS YEARS TICKETS ISSUED MANUALLY	= 16.93%	21.94 %
PERCENT OF THIS YEARS TICKETS ISSUED WITH HANDHELDS	= 83.	78.06 %

RECORDS COMMITTEE MEETING – THURSDAY, JULY 11, 2013

The Records Committee was called to order at 5:10 PM with George Rabideau and Chris Case present. Tim Carpenter was late due to a family matter and came to the committee at 5:20 PM.

Library... Director Anne de la Chapelle

There was conversation about Anne de la Chapelle meeting with Kevin Farrington about the library steps problem and possible repair. Rich Marks added that the project would have to be bonded. Also mentioned was the brick work to be included as part of a grant with matching funds.

Anne had concerns with the internet connection ability of the library staff (and Director) and having filters on their computers through the City I.T. office.

City Chamberlain...Richard Marks

Richard Marks stated that the last tax installments came in this week. That there was a Webinar coming up shortly with Munis, with an effort to scrap the Harris System.

That the City Chamberlain's office is still looking to set up direct payment of City bills (MLD, Water, Sewer, Garbage Collection) so that a City Resident can pay directly from their personal bank account (auto deduction).

Mr. Marks also stated that the time clock has still not been installed.

City Clerk...Keith Herkalo

Mr. Herkalo brought out his concerns for the condition of the City Hall Auditorium and that the Council should consider repair of the roof and ceiling during budget sessions.

Mr. Herkalo remarked that the software was working fine in his office.

At the end of the meeting, Mr. Herkalo stated that the New Council should look at the City Codes, which are in need of updating.

The Records Committee concluded at 5:50 PM G. Rabideau



Plattsburgh, New York

Jonathan P. Ruff, P.E.
Environmental Manager

41 City Hall Place
Plattsburgh, NY 12901
Phone: 518-536-7519
Fax: 518-563-6083
ruffj@cityofplattsburgh-ny.gov

July 8, 2013

To: Mayor Kasprzak and Members
Of the Common Council

Fr: Jonathan Ruff

Re: Hydrogeologic Services
Groundwater Evaluation & Source Development Feasibility Study

Two proposals for evaluating the potential for using groundwater for source water were received and reviewed. The proposal selected is from Hydrosorce Associates for the attached scope of services as follows:

Phase I – Hydrogeologic Evaluation and Well Siting Identification: \$13,800 fixed fee

Phase II – Well Siting Geophysical Surveys and Report: \$16,000 estimate

Total Cost Not-to-Exceed: \$29,800

It is respectfully requested that the contract be awarded to Hydrosorce Associates of Ashland, NH in the Not-to-Exceed amount of \$29,800.

The source of funds will be Capital Project H8320.73.

Please let me know if you have any questions or would like to discuss any of these further.

Hydrogeologic Scope of Services For Groundwater Source Location and Development City of Plattsburgh, New York

July 3, 2013

PROPOSED SCOPE OF HYDROGEOLOGIC SERVICES

Phase I -- Hydrogeological Evaluation And Identification Of Candidate Areas For Potential Well Siting And Development

The purpose of the first phase is to form a detailed understanding of the subsurface conditions in the study area with respect to high-yield groundwater source development so that subsequent efforts are directed as effectively as possible. Our objective will be to identify Favorable Zones--limited-size portions of the study area considered to offer the greatest groundwater development potential. Subsequent efforts can then be focused on these high-potential zones.

The Phase I evaluation will be completed over the area within roughly one mile of the City's current water system and transmission main extensions. We would also pay special consideration to any City-owned properties to assess whether it may be possible to develop productive well sources there as a means of minimizing effort and costs of acquiring privately-held land. If such property appears to be a promising candidate for hosting a suitable well source, or if other areas appear to offer greater potential to develop more productive and/or higher quality water sources, we will make the appropriate recommendations.

1. Data Review – We will review available background information such as: published bedrock and surficial geologic mapping; published reports and articles on regional geology and hydrology (e.g., USGS publications and articles, field guides/road logs from geological field trips); well data; aerial photography (stereographic coverage); topographic and orthophoto digital base maps; digital elevation model (DEM); site-specific documentation. Information pertinent to the groundwater evaluation will be assembled into a digital map file set using a GIS system, with topographic and orthophoto base maps, and themes including bedrock and surficial geologic maps, well data, etc. This information will be added to and refined as subsequent tasks are undertaken, and used to analyze the project area's groundwater availability as well as produce graphics for inclusion with future reports and regulatory applications, as required.

2. Aerial Photograph and DEM Analysis – Imagery will be analyzed to assess the structural setting as a means of identifying where bedrock valleys or over-deepened troughs in

The lineaments and structural features identified on the various imagery platforms (i.e., air photos, topographic maps, hillshaded DEMs) will be consolidated with the other information using the GIS, and individual sites where over-deepening is suspected will be identified. These will then be inspected during a field trip (below).

3. Contaminant Threat Inventory - An important early task is to make an inventory of potential sources of groundwater contamination. Identifying credible contaminant threats before significant investment is made in any particular site reduces the chances that exploration efforts will be wasted. HydroSource will therefore query the applicable state environmental databases to identify possible contamination sources in the project area. Also, a "windshield survey" to search for undocumented potential contaminant sites will be conducted during the site inspection, which is described below. During a windshield survey, public roads in the area are driven, and sites where hazardous materials appear to be stored or used are noted on a map. In addition to protecting the City from investing in a well site that might be vulnerable to contamination, the contaminant threat inventory is also a required component of reports prepared for the regulatory agencies during the permitting process.

4. Well Inventory - Information on existing wells in the project area will be reviewed. Some information may be obtained from the NYSDEC wells database, and some may be obtained through calls to local drillers. Information of interest will include total depth, reported yield, depth to bedrock, water level depth, sediment descriptions, and water quality information.

Well information can be useful in many ways. For example, wells with unusually long casing lengths indicate a substantial overburden thickness, suggesting the possibility of a greater-than-normal saturated thickness of overlying sand and gravel (i.e., an over-deepened area). Well records may also list at what depth sand and gravel deposits were encountered, which often allows us to model the saturated thickness of the local sand and gravel deposits and predict where the thickness of the deposits may be greatest nearby. The information gathered will be used to identify promising areas for groundwater development as well as areas to avoid, i.e., those confirmed to possess low yield potential or water quality flaws.

We understand that the Town of Plattsburgh currently operates wells that are located along the Saranac River in the Morrisonville area. Hence, the locations and extraction rates of these wells, along with their likely area of hydraulic impact will also be taken into consideration in our groundwater source siting efforts for the City, i.e., we will seek to identify alternate areas that are suitable and sufficiently productive within which to locate and develop new groundwater sources, to avoid potential pumping interference between the Town's wells and future groundwater sources to be developed by the City.

5. Site Inspection - Several tasks are undertaken during the site inspection. The windshield survey described above is conducted. Because previous geological mapping is largely regional in scale and was not necessarily created with the intent or at the level of precision that is applicable for precisely siting high-yield wells, the geology indicated by published sources is

The amount of recharge available to a new groundwater source will ultimately depend upon the specific location of the extraction point within the recharge area, the size of individual contributing drainage basins, and the extent and degree of interconnection between the aquifer and the source of recharge. As mentioned earlier, most of the area under consideration is within the very large watershed of the Saranac River. Thus, the Plattsburgh area is auspiciously situated such that sustainable recharge should not be a limiting factor in developing a suitable groundwater supply. This task is therefore expected to require only a modest effort. The results, however, will be required as an inclusion in various reports to the regulatory agencies to confirm that sufficient recharge is available to sustain the intended groundwater withdrawal and without causing adverse environmental impacts as a result of sustained groundwater pumping.

7. **Report** - HSA will compile and integrate the information produced by the tasks in Phase I, and will identify and rank Favorable Zones in terms of high-yield groundwater source development potential. These rankings will be based upon technical hydrogeologic information and conclusions, experience, and estimates of geologic and hydrogeologic characteristics. These characteristics include valley trend; geologic structure; recharge potential; water quality, contaminant threats status; aquifer storage; geomorphology; overburden type, permeability, projected thickness and lateral extent; and site location with respect to contaminant threats and proximity to planned water system distribution limits.

The Phase I work products will be a report summarizing the hydrogeologic setting of the study area and a map identifying Favorable Zones (limited-size areas with high potential for groundwater development). We expect that several Favorable Zones will be identified, and thus will provide a number of options for the City in regard to advantageous location of the new water source with respect to engineering, hydraulics and system planning. A number of options will be beneficial in the event that some Zones are inaccessible for whatever reason (e.g., uncooperative landowner; the City and/or its engineer may determine that some Zones are undesirable for engineering or other reasons). Discussions will be held with City officials to review our results and recommendations, answer any questions, and to decide within which areas further groundwater source siting and development work is to be focused. The City may also wish to forward the map to the NYSDEC and NYSDOH for their review and comments as to the City's plans to potentially seek to develop groundwater sources in the areas identified.

PHASE II – WELL SITING GEOPHYSICAL SURVEYS AND REPORT

Site Access

The efforts described under Task 1 above are effective in indicating areas that are likely to be underlain by productive aquifers. However, these activities are commonly not able to provide the level of precision necessary to optimize specifically where in that area a well should be located to maximize yield. To identify sites where the City can develop the maximum rate of supply capacity while installing as few test wells as possible means that the City will need to identify the optimal locations where the underlying geologic deposits present the most

hydrogeologic characteristics to support a high-yield well. Thus, we located promising drilling targets in the other three Zones, drilled test wells in two of the Zones, and ended up developing a new wellfield in one of the Zones. For another New York State client (Saranac Lake), three Zones were selected for Phase II work, test wells were installed in two Zones, and a successful wellfield was developed in one Zone. For yet another New York State client (Marathon), we investigated three Zones using geophysical surveys, located promising targets in only one Zone, and then test drilled and developed a wellfield in that one Zone. In Malone, we surveyed three Zones, installed test wells in two Zones, and developed one production well in each of those two Zones. For cost estimating purposes, we assume that three Favorable Zones are to be surveyed for possible test well sites for the City of Plattsburgh.

Having a number of options is important not only from the technical standpoint of finding water, but also in obtaining the property needed for the well site and a 200-foot radius setback area. We also note that sometimes the results of geophysical investigations show that the first-ranked well site ends up being in what was initially considered to be a lower ranked Favorable Zone. This occurred on our projects for the Villages of Marathon and Saranac Lake. We will work with the City to come to agreement on which Zones to pursue.

Not all landowners may agree to allow access. In some cases where we think a property is especially important, we might ask the City to approach the landowner again to see if he will change his mind. After we have the finalized list of properties available for geophysical surveys, we will schedule and plan the survey effort.

Well-Siting Surveys

Geophysical survey methods are typically chosen and designed specifically to evaluate the targeted hydrogeological settings and to precisely identify optimal locations for test wells. The geophysical method we expect to use for Plattsburgh is electrical resistivity.

Electrical Resistivity - We anticipate that electrical resistivity surveys will be critical in identifying the most promising locations for well installation. They would be performed over selected areas within the Favorable Zones to assess subsurface conditions in order to ensure that the most promising sites are identified before investment is made in test well installation.

Electrical resistivity surveys rely on numerical processing of data analogous to a CAT scan or MRI image. A typical survey involves setting a series of electrodes at regular intervals along a survey line roughly 400 to 700 meters long, connected to a cable that is stretched out along that line. A low-voltage electric current is made to pass between each possible combination of two electrodes in a specified sequence, the resistivity to electrical current flow between each electrode pair is measured, and a computer program is used to model the distribution of resistivity in the subsurface. Because different geologic materials (clay, gravel, sand, granite) have different electrical properties, the variations in resistivity can be used to infer the subsurface distribution of different sediment and rock types.

The resistivity profile above was produced during HSA's groundwater development project for the Village of Marathon, New York. The two sites shown (one in sand and gravel deposits, the other in bedrock) were selected as two of the highest-ranked well sites, which subsequently were developed into production wells that yield over 680,000 gpd. This is the same method that was used to identify two, 2,880,000 gpd wells for the Village of Malone, a 2,088,000 gpd well for the Town of Houghton, a 2,736,000 gpd well source in Lyons Falls, and two 4,300,000+ gpd wells for the Village of Saranac Lake. It is very well-suited for the conditions expected in Plattsburgh.

Well-Siting Report

Upon completion of the surveys, a report describing the recommended test well installation locations, along with a relative ranking of the sites would be submitted to the City. The report will explain the rationale for the choice of test well sites. The locations would also be shown on a map in relation to property lines and cultural features.

Again, the City, its consulting engineer, and HSA would collectively discuss the recommendations, engineering and practical considerations, and the City may decide at which sites it wishes to install test wells. The map showing the proposed test well sites could also be sent to NYSDOH and NYSDEC, so that the agencies can confirm that the chosen sites appear to be acceptable locations for wells serving a public water supply.

PROBABLE COSTS

Phase I (all tasks)	\$13,800 Fixed-Fee
Phase II Well Siting Geophysical Surveys & Report	\$16,000 Estimate
Total Cost Not-to-Exceed	\$29,800



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

July 9, 2013

To: Mayor Donald Kasprzak
From: Bill Treacy, Manager *BT*
Subject: Sale of Surplus Transformers, PMLD Bid 2013-7-1
Bid Review and Award Recommendation

The Management of the Plattsburgh Municipal Lighting Department has reviewed and evaluated four bids received on July 9, 2013 for the Sale of Surplus Transformers. The Bids received were:

Bidder	Total
T&R Electric, Colman, SD	\$59,574.38
TSI, Concord, NH	\$29,952.63
Jerry's Electric, Colman, SD	\$19,647.75
TCI, INC, Hudson, NY	\$14,662.50

We recommend award to **T&R Electric Supply Company, 308 SW 3rd Street, Colman, SD 57017**. We are satisfied based on review of their experience that they can properly recycle these old transformers and provide us the proper documentation to comply with environmental regulations.

If you have any questions, please contact me. Thank you for your attention to this matter.

CC: City Clerk
Councilor Jackson, PMLD Liaison
Bid 2013-7-1



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

July 11, 2013

To: Mayor Donald M. Kasprzak
From: Bill Treacy, Manager
Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:

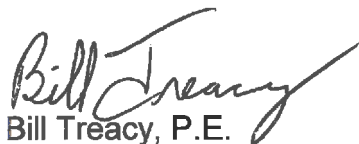
PMLD BID NO. 2013 - 8- 1

WOODEN UTILITY POLES

BID OPENING DATE: August 19, 2013 at 11:00 AM

We propose that this bid be received under PMLD Bid No. 2013 - 8-1, prior to 11:00 A.M., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,


Bill Treacy, P.E.
Manager

cc: Keith Herkalo, City Clerk
Councilor Jackson, PMLD Liaison
Bid 2013-8-1 File



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

July 11, 2013

To: Mayor Donald M. Kasprzak
From: Bill Treacy, Manager
Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:

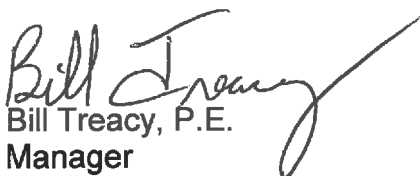
PMLD BID NO. 2013 - 8- 2

High Voltage Station Service Transformers

BID OPENING DATE: August 6, 2013 at 11:00 AM

We propose that this bid be received under PMLD Bid No. 2013 - 8-2, prior to 11:00 A.M., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,


Bill Treacy, P.E.
Manager

cc: Keith Herkalo, City Clerk
Councilor Jackson, PMLD Liaison
Bid 2013-8-1 File



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

6 Miller Street
Plattsburgh, New York 12901
Ph # 518-563-2200
Fax: 518-563-6690

TO: Mayor Donald M. Kasprzak

FROM: William J. Treacy, P.E., Manager

RE: Unpaid Final Bill Account Write-off

DATE: July 15, 2013

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be from *May 1, 2012 to May 31, 2012*. The amount of the write-off will be \$5,800.29. The percentage of write-offs for this period is .56%.

Sales for this time period were \$1,038,546.34.

Payments on final accounts for this time period were \$2,771.86.

This write-off of unpaid bills represents 46 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to \$50.00 – 21 customers
\$50.01 to \$100.00 – 4 customers
\$100.01 to \$150.00 – 4 customers
\$150.01 to \$200.00 – 5 customers
\$200.01 to \$250.00 – 4 customers
\$250.01 to \$300.00 – 3 customers
\$339.47 – 1 customer
\$462.79 – 1 customer
\$472.44 – 1 customer
\$503.80 – 1 customer
\$564.83 – 1 customer

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain
Eileen Sickles, Account Systems Supervisor
Final Bill Account Write-off

UNIVERSITY POLICE

HEALTH CENTER

101 Broad Street
Plattsburgh, NY 12901-2681
Tel: 518-564-2022
Fax: 518-564-4025

July 15, 2013

Honorable Donald Kasprzak
Mayor, City of Plattsburgh
City Hall
Plattsburgh, NY 12901

Dear Mayor Kasprzak:

State University of New York College at Plattsburgh begins the 2013-2014 Academic Year with opening day on Saturday, August 24, 2013. On that day, hundreds of new students move into campus residence halls and there is very heavy traffic flow and congestion on Rugar Street in the vicinity of State University of New York College at Plattsburgh.

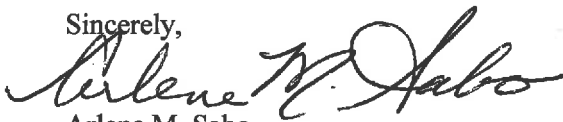
It has been the practice for the past several years that only one-way vehicular traffic is permitted on Rugar Street – in the vicinity of the State University property – on Saturday, August 24, 2013 from 7 A.M. to 7 P.M. The direction of travel will be westerly from the Myers Building roadway to the intersection with Sanborn Avenue. Additionally, the portion of Sanborn Avenue in front of our residence halls will be one-way only. The direction of travel will be northerly from Rugar Street out to Park Avenue. This practice was employed to enhance safety and relieve traffic congestion.

Therefore, I am requesting that University Police personnel be allowed to divert and direct a one-way traffic pattern in a westerly direction on Rugar Street between Myers Building roadway/Rugar Street intersection and the intersection of Sanborn Avenue/Rugar Street out to Park Avenue.

Attached to this letter is a 2013-2014 Academic Year schedule.

Thank you for your consideration in this matter. Should you need further information, please advise me.

Sincerely,

A handwritten signature in cursive script, reading "Arlene M. Sabo".

Arlene M. Sabo
Chief of University Police

Attachment

CC: Dr. John Ettling, President
Mr. Bryan Hartman, Vice President for Student Affairs
Mr. Keith Tyo, Executive Assistant to the President
Mr. Bryce Hoffman, Executive Director of Marketing & Communications
Mr. Desmond Racicot, Plattsburgh City Police Chief
Mr. Randy Stone, Plattsburgh City Acting Fire Chief
Mr. Jerry Lottie, Assistant Chief of University Police



Plattsburgh Police Department

45 Pine Street

Plattsburgh, New York

518-563-3411

518-566-9000 (FAX)

DESMOND J. RACICOT
Chief of Police

July 15, 2013

Mayor Donald M. Kasrpzak
And Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

Gentlemen;

I respectfully request your approval for the following budget revision to transfer surplus budgeted salary to cover expenses related to the cost of outfitting the three new police patrol vehicles received in June of 2013.

The amount of \$58,443.32 was budgeted for the salary of a now disabled police officer who is no longer on the payroll. The portion of payroll that he was paid in 2013 totaled \$ 17,283.71, which is verified on the attached Munis print out. Therefore we do have a surplus in our salary expense line of at least \$ 41,159.61. The cost to outfit the three new police cruisers is \$ 10,256.56 for installation of lights and sirens, which for the most part are being taken out of the old vehicle. The cost for mobile computers in the new cruisers amounts to \$20,936.00. I am asking to transfer the amount of \$31,192.56 into our expense line 1-3120-0000-4330 to cover this cost.

Your consideration in this matter is very much appreciated. If you should have any questions or need additional information, please feel free to contact me.

Respectfully,

Chief Desmond J. Racicot
Plattsburgh Police Department

DJR/hlg

____RAM

**Mobile Computer Systems**

Hubb Systems LLC, DBA Data 911

2021 Challenger Dr.

Alameda CA 94501

Quote	QTE-12817
Date	7/15/2013
Page	1

QUOTE**Bill To:**

Plattsburgh PD
Patrolman Robert Hall
45 Pine Street

Ship To:

Plattsburgh PD
Patrolman Robert Hall
45 Pine Street
Plattsburgh NY 12901

Customer ID		Salesperson ID	Payment Terms ID	Shipping Method		Req Ship Date	
PLATTSBURGH		DMENTO				0/0/0000	
Quantity	Item Number	Description			UOM	Unit Price	Ext. Price
3	D9-01-M7-C2D18G	CPU, M7 CORE 2 DUO 1.86 GHz / SL9400 4GB MEM, 50/64GB SSD			SYS	\$5,796.00	\$17,388.00
3	D9-09-0025	WiFi Module for M7			INDV	\$76.00	\$228.00
3	LC-07-0015	OEM WINDOWS 7, PROFESSIONAL, 32-BIT			SYS	\$0.00	\$0.00
3	D9-02-M7-1210CL	COLOR DISPLAY MODEL M7-1210CL - 12.1" XGA			SYS	\$0.00	\$0.00
3	D9-03-0008	USB KEYBOARD WITH TOUCHPAD, BLACK			SYS	\$0.00	\$0.00
3	CA-M7-9999A	M7 STANDARD CABLE KIT			SYS	\$0.00	\$0.00
3	D9-08-7006	M7 CPU GB MOUNT / BLOWER, FORD PI UTILITY			SYS	\$60.00	\$180.00
3	MA9999-48	48 MONTH FACTORY WARRANTY			SERVICE	\$0.00	\$0.00
3	SHIPPING	SHIPPING - INCL per NY State Contract			INDV	\$0.00	\$0.00
4	9999-14	Havis Ford IU swing out mount (DMM-123)			INDV	\$223.00	\$892.00
4	9999-14	Havis adapter for M7 display (C-MM-214)			INDV	\$32.00	\$128.00
4	9999-14	Havis bracket for display (C-MM-303)			INDV	\$26.00	\$104.00
4	SHIPPING	SHIPPING - Havis			INDV	\$29.00	\$116.00
3	9999-14	Installation by PCI of 3 vehicles			INDV	\$600.00	\$1,800.00
1	9999-14	De-installation of Gamber mount and re-installation of Hint mount			INDV	\$100.00	\$100.00

See attached Terms & Conditions.

Subtotal	\$20,936.00
Misc	\$0.00
Tax	\$0.00
Trade Discount	\$0.00
Total	\$20,936.00

CITY OF PLATTSBURGH
DETAIL CHECK HISTORY

BY EMPLOYEE NAME
01/01/2013 to 07/12/2013

ORG	OBJ	PROJ	LOC	JOB	CHECK	PAY TYPE	HOURS	AMOUNT	DED	TYPE	EMPLOYER	EMPLOYER
000560	054-66-1377		LOZIER, JEFFREY									
Check Date: 01/04/2013												
13120000	1100		3120	3125	000059340	300 VAC	16.00	449.56				
13120000	1100		3120	3125	000059340	400 SK LV	16.00	449.56				
13120000	1100		3120	3125	000059340	400 SK LV	8.00	224.78				
CHECK 01/04/2013			TOTALS:	NET:		1,123.90	40.00	1,123.90			0.00	0.00
Check Date: 01/11/2013												
13120000	1100		3120	3125	000059519	300 VAC	16.00	449.56				
13120000	1100		3120	3125	000059519	300 VAC	24.00	674.35				
CHECK 01/11/2013			TOTALS:	NET:		1,123.91	40.00	1,123.91			0.00	0.00
Check Date: 01/18/2013												
13120000	1100		3120	3125	000059641	150 BASE S	8.00	224.78				
13120000	1100		3120	3125	000059641	300 VAC	16.00	449.56				
13120000	1100		3120	3125	000059641	310 HOLIDAY	16.00	449.56				
CHECK 01/18/2013			TOTALS:	NET:		1,123.90	40.00	1,123.90			0.00	0.00
Check Date: 01/25/2013												
13120000	1100		3120	3125	000060006	300 VAC	16.00	449.56				
13120000	1100		3120	3125	000060006	300 VAC	24.00	674.35				
CHECK 01/25/2013			TOTALS:	NET:		1,123.91	40.00	1,123.91			0.00	0.00
Check Date: 02/01/2013												
13120000	1100		3120	3125	000060182	300 VAC	8.00	224.78				
13120000	1100		3120	3125	000060182	400 SK LV	8.00	224.78				
CHECK 02/01/2013			TOTALS:	NET:		449.56	16.00	449.56			0.00	0.00
Check Date: 02/22/2013												
13120000	1100		3120	3125	000060723	310 HOLIDAY	8.00	224.78				
13120000	1100		3120	3125	000060723	400 SK LV	16.00	449.56				
13120000	1100		3120	3125	000060723	400 SK LV	16.00	449.56				
CHECK 02/22/2013			TOTALS:	NET:		1,123.90	40.00	1,123.90			0.00	0.00
Check Date: 03/01/2013												
13120000	1100		3120	3125	000060906	400 SK LV	40.00	1,123.91				
CHECK 03/01/2013			TOTALS:	NET:		1,123.91	40.00	1,123.91			0.00	0.00
Check Date: 03/08/2013												
13120000	1100		3120	3125	000061094	400 SK LV	16.00	449.56				
13120000	1100		3120	3125	000061094	400 SK LV	24.00	674.35				
CHECK 03/08/2013			TOTALS:	NET:		1,123.91	40.00	1,123.91			0.00	0.00
Check Date: 03/15/2013												
13120000	1100		3120	3125	000061471	400 SK LV	40.00	1,123.91				
CHECK 03/15/2013			TOTALS:	NET:		1,123.91	40.00	1,123.91			0.00	0.00
Check Date: 03/22/2013												
13120000	1100		3120	3125	000061660	300 VAC	8.00	224.78				
13120000	1100		3120	3125	000061660	310 HOLIDAY	16.00	449.56				
13120000	1100		3120	3125	000061660	310 HOLIDAY	16.00	449.56				
CHECK 03/22/2013			TOTALS:	NET:		1,123.90	40.00	1,123.90			0.00	0.00

07/11/2013 14:31
1427jwin

CITY OF PLATTSBURGH
DETAIL CHECK HISTORY

BY EMPLOYEE NAME
01/01/2013 to 07/12/2013



ORG	OBJ	PROJ	LOC	JOB	CHECK	PAY TYPE	HOURS	AMOUNT	DED	TYPE	EMPLOYEE	EMPLOYER
000560 054-66-1377 LOZIER, JEFFREY LOC: 3120 ORG: 13120000												
Check Date: 03/28/2013												
13120000	1100			3120	3125 000061851	400 SK LV	16.00	449.56			0.00	0.00
13120000	1100			3120	3125 000061851	400 SK LV	24.00	674.35				
CHECK 03/28/2013 TOTALS:					NET:		1,123.91	1,123.91				
Check Date: 04/05/2013												
13120000	1100			3120	3125 000062043	400 SK LV	16.00	449.56			0.00	0.00
13120000	1100			3120	3125 000062043	400 SK LV	24.00	674.35				
CHECK 04/05/2013 TOTALS:					NET:		1,123.91	1,123.91				
Check Date: 04/12/2013												
13120000	1100			3120	3125 000062233	400 SK LV	16.00	449.56			0.00	0.00
13120000	1100			3120	3125 000062233	400 SK LV	24.00	674.35				
CHECK 04/12/2013 TOTALS:					NET:		1,123.91	1,123.91				
Check Date: 04/19/2013												
13120000	1100			3120	3125 000062424	400 SK LV	16.00	449.56			0.00	0.00
13120000	1100			3120	3125 000062424	400 SK LV	24.00	674.35				
CHECK 04/19/2013 TOTALS:					NET:		1,123.91	1,123.91				
Check Date: 04/26/2013												
13120000	1100			3120	3125 000062616	400 SK LV	16.00	449.56			0.00	0.00
13120000	1100			3120	3125 000062616	400 SK LV	24.00	674.35				
CHECK 04/26/2013 TOTALS:					NET:		1,123.91	1,123.91				
Check Date: 05/03/2013												
13120000	1100			3120	3125 000062810	300 VAC	16.00	449.56			0.00	0.00
13120000	1100			3120	3125 000062810	400 SK LV	4.00	112.39				
CHECK 05/03/2013 TOTALS:					NET:		561.95	561.95				
Check Date: 05/24/2013												
13120000	1100			3120	3125 000063411	150 BASE S	40.00	1,123.91			0.00	0.00
13120000	1100			3120	3125 000063411	150 BASE S	-40.00	-1,123.91				
CHECK 05/24/2013 TOTALS:					NET:		0.00	0.00				
Check Date: 06/07/2013												
13120000	1400			3120	3125 000063846	751 CLOTH	0.00	537.50			0.00	0.00
CHECK 06/07/2013 TOTALS:					NET:		537.50	537.50				
EMPLOYEE TOTALS:					NET:		17,283.71	17,283.71			0.00	0.00
GRAND TOTALS:					NET:		17,283.71	17,283.71			0.00	0.00

** END OF REPORT - Generated by Julie Winterbottom **



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

July 16, 2013

Mayor Donald Kasprzak
And
Members of the Common Council
41 City Hall Place
Plattsburgh, N.Y. 12901

**REF: Recommendation of Award for
"Couch Street Reconstruction,
William Street - North Catherine Street,"
Contract #2013-02**

Dear Mayor Kasprzak & Common Council:

We received and opened bids on Tuesday, July 16, 2013 for Contract #2013-07, "Couch Street Reconstruction, William Street - North Catherine Street." A bid tabulation is attached for reference.

I have reviewed the bids and find they conform to the specified requirements. Therefore, I recommend that a contract be awarded to, **"Luck Brothers Inc., 73 Trade Road, Plattsburgh, NY 12901** for the lump sum price of **\$211,400.00**.

Sufficient funding is available from Capital Project H5110.40, "2013 Street Resurfacing."

Very truly yours,

Kevin R. Farrington, P.E.
City Engineer

/dn

Attach.(1)

CC: City Clerk
City Chamberlain
Public Works Dept.
Dave Brown/Dave Lessor

BID TITLE: Quail St Reconstruction Cont # 2013-09

BID OPENING DATE:

July 16 2013

[illegible]



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

July 16, 2013

Mayor Donald Kasprzak
And
Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

**Ref: Request for Permission for Mayor
To Sign Engineering Agreement for
"Stormwater Conveyance System and
Green Infrastructure Planning Project;"
Contract #2013-12**

Dear Mayor Kasprzak & Councilors:

It is requested that the Common Council authorize the Mayor to sign to an Engineering Service Agreement with **CDM Smith, 11 British American Boulevard, Suite 200, Latham, NY 12110**, to complete a GIS Stormwater Infrastructure Mapping project as outlined in the attached proposal.

The contract amount is based upon hourly rates and will not exceed **\$105,847.00** without prior Common Council approval, it being understood that this agreement is reimbursable in accordance with the terms of the New England Interstate Water Pollution Control Commission Grant.

Very truly yours,

Kevin R. Farrington, P. E.
City Engineer

/dn

Att.(1)

CC: City Clerk
Carole Garcia, Deputy City Chamberlain
Clair Ryan, Lowell, Ma.



11 British American Boulevard
Suite 200
Latham, New York 12110
tel: 518 782-4500
fax: 518 786-3810

April 26, 2013

Mr. Kevin Farrington
City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901

Subject: Proposal - Stormwater Conveyance System and Green Infrastructure Planning

Dear Mr. Farrington:

Camp Dresser McKee & Smith (CDM Smith) is pleased to present our proposal for the City of Plattsburgh (City) Stormwater Conveyance System and Green Infrastructure Planning Project. Based upon our discussions of the work plan, we have developed scope and budget to assist the City with the following tasks as identified in the 2013 Lake Champlain Basin grant application:

- Task C – Complete GIS stormwater infrastructure mapping
- Task D – Delineation of sub-sewersheds
- Task E – Calculate runoff, discharge and storage volume for City system
- Task F – Identify infrastructure vulnerabilities
- Task G – Identify GI retrofit projects
- Task H – Prioritize GI retrofit projects
- Task I – Site design and construction of GI retrofit projects
- Task K – Public outreach workshops

CDM Smith's proposed scope for this project is detailed in the sections below.

Task C – Complete GIS Stormwater Infrastructure Mapping

It is our understanding that the City has much of the drainage system data available from various existing drawings and mapping, but will need to perform field work to obtain information on some separate drainage systems and to obtain rim to invert data to complete the GIS mapping task. CDM Smith will support the City with this task by attending one workshop at the beginning of the project to discuss the information to collect, assess which attribute data shall be incorporated into GIS, and define data formats so the GIS will be most useful for stormwater hydraulic model development.



Mr. Kevin Farrington
April 26, 2013
Page 2

We will discuss what data is needed (e.g. pipe material, pipe size, invert information, known system bottlenecks, flood-prone areas) and which pipes need to be mapped to support the model (e.g. 18-inches and larger). Our project manager and GIS specialist will attend this workshop and our modeler will participate via conference call. Our GIS specialist will also be available to assist the City with questions and review the GIS database as it is developed. We have allotted 60 hours of time for GIS support and two additional trips for our GIS specialist to work directly with City staff.

Tasks D and E – Subcatchment Delineation of and Hydrologic Analysis

CDM Smith will delineate subcatchments for the City's drainage system and develop a hydraulic model using the EPA Storm Water Management Model (SWMM) to characterize the storm sewer system and to aid in system improvement planning. CDM Smith will use GIS to identify storm drain piping and inverts and topography to delineate subcatchments and develop the drainage system model.

We will expand the existing SWMM model developed as part of the combined sewer overflow long term control plan (CSO LTCP) project for the City. The existing model contains combined sewer interceptors and catchment areas contributing to the combined sewer system. Under Tasks D and E we will expand the model to include areas serviced by separate storm sewers and add characteristics of those catchment areas. The expanded model will incorporate most 18-inch diameter and larger drains, and represent each of the City's 40 stormwater outfalls.

Long-term precipitation data, long-term minimum and maximum daily temperatures, river flow data, and snow processes have been assembled and are built into the existing SWMM model. These files will be updated and re-used for this project. Additional data will be collected for use in developing the hydrologic model component and facilitating delineation of subcatchments for the separate storm sewers. Political data, raster imagery, soils characteristics, imperviousness, and topography will be obtained from national, state and City sources.

The hydraulic model will be populated with all stormwater outfalls and most storm drains 18-inches in diameter and larger. A minimum of 400 feet of pipe segments upstream of each outfall will be modeled, except where local conditions merit greater detail. Pipe hydraulics will be simulated using SWMM's dynamic wave solution, which accounts for channel storage, backwater, form losses, flow reversal, and pressurized flow. Where identified by the City, CDM Smith will model significant flow impediments within the drainage system such as sediment accumulations, partially collapsed pipes, etc. We will confirm this assessment with City staff and validate the model accordingly during model development.

Stormwater runoff will be modeled using SWMM's runoff component. Unique hydrologic parameters will be assigned to each subcatchment. Snow process parameters will be assigned uniformly to all subcatchments.

Mr. Kevin Farrington
April 26, 2013
Page 3

The model will be calibrated by adjusting stormwater runoff to be comparable with runoff previously calibrated for combined sewersheds. Following model development and validation, the model will be applied to characterize stormwater discharge rates and volumes for average and extreme rainfall events.

Task F – Identify Infrastructure Vulnerabilities

The hydraulic model will be used to assess system deficiencies. Surface flooding will be identified for various frequency storm events. Recommendations to improve these deficiencies through green and gray infrastructure improvements will be identified. The model will be used to estimate future vulnerabilities of the system related to more intense storm events due to climate change. We will develop future-case design storm hyetographs using information from the Intergovernmental Panel on Climate Change to assess the impact of climate change on stormwater discharges and drainage system performance.

We will prepare a letter report summarizing results of the baseline modeling, identifying system vulnerabilities and the results of modeling which incorporate the effects of climate change and the resulting system vulnerabilities.

Tasks G and H – Identify and Prioritize Green Infrastructure Retrofit Projects

Based upon locations of vulnerabilities in the stormwater system, CDM Smith will work with the City and the Lake Champlain-Lake George Regional Planning Board (LCLGRPB) to identify candidate green infrastructure (GI) project sites. We anticipate that the City will identify public properties where a GI project could be constructed. CDM Smith will identify locations of system vulnerabilities to determine where available property is near the location of a system vulnerability. We will use the hydraulic model developed under previous tasks to model up to 10 green infrastructure projects to estimate stormwater discharge rate reductions and assist in prioritization of projects. We will assist the City and LCLGRPB in developing a matrix of parameters which will be used to evaluate and rank projects. CDM Smith will provide unit costs of various types of green infrastructure projects to be used in the matrix to rank projects. We will attend one meeting to help develop the matrix and rank projects.

Task I – Site Design and Construction of GI Retrofit Project

CDM Smith will support the City in designing a green infrastructure demonstration project. We will use the hydraulic model developed under previous tasks to assess system performance and to determine design flows for the selected project. We will assist the City with review of the design and support in developing details.





Mr. Kevin Farrington
April 26, 2013
Page 4

Task K – Public Outreach Workshops

At one public outreach workshop, CDM Smith will present the work done in developing the hydraulic model, identifying system vulnerabilities and designing the green infrastructure demonstration project.

Fee Estimate

A summary of the engineering fees for each of the above referenced tasks follows.

Task	Hours	Total
Task C – Complete GIS Stormwater Infrastructure Mapping	93	\$10,701
Tasks D & E – Delineation of Sub-Sewersheds & Hydraulic Modeling	235	\$31,807
Task F – Identify Infrastructure Vulnerabilities	129	\$17,634
Tasks G & H – Identify and Prioritize GI Retrofit Projects	166	\$22,703
Task I – Site Design and Construction of GI Retrofit Project	123	\$13,119
Task K – Public Outreach Workshops	67	\$9,883
TOTAL ENGINEERING FEES	813	\$105,847

The planning and design work will be performed on a billing rate basis with a not to exceed fee of \$105,847. Invoices will be submitted monthly throughout the duration of the project. In preparing the invoices, billing rates and costs for out-of-pocket expenses will be billed in accordance with attached Schedule of Hourly Billing Rates. These invoice terms are consistent with our current contracts with the City.

We appreciate the opportunity to work with you on this important project for the City of Plattsburgh. If you have any questions or require additional information, please give Nancy Vigneault a call at (315) 434-3247.

Sincerely,

Greg Bold, P.E., BCÉE
Associate
CDM Smith

cc: Nancy Oram Vigneault, P.E., BCÉE





Mr. Kevin Farrington
April 26, 2013
Page 5

**CDM Smith Schedule of Hourly Billing Rates
City of Plattsburgh, NY**

Categories

Professional Services:

Technical Advisor/Officer	\$180 - \$210
Project Manager	\$150 - \$185
Senior Professional	\$120 - \$155
Professional II	\$90 - \$120
Professional I	\$75 - \$90

Professional Support Services:

Site Representative (Construction Observation)	\$85 - \$105
Senior Support Services (Sr. Designer/Sr. Drafter)	\$65 - \$85

Project Support Services:

Project Administration/Clerical	\$55 - \$80
---------------------------------	-------------

All subcontractor and project related expenses are subject to a minimum handling/administrative charge of 5%.

Rates Effective through December 31, 2013



REQUESTS FOR PROPOSALS –BUILDING LEASE

“Chaplain’s Building”

40 US Oval

Plattsburgh, NY 12901

(Adjacent to the City Recreation Center)

Date: July 1, 2013

Steve Peters

Superintendent of Recreation

City of Plattsburgh

REQUESTS FOR PROPOSALS –BUILDING LEASE

Chaplain’s Building adjacent to the City Recreation Center

July 2, 2013

1. Permitted Use. A business (non residential) use that complements the recreational and other programs offered at the City Recreation Center.

2. The Building. The building is a ~1680 sq ft structure; (approximately 560 sq ft basement, 560 sq ft first floor, 560 sqft second floor). There is no on-site parking (public parking is available across the street). Access to the building is from the City street and sidewalk. The building is leased as is. The City will make no improvements or repairs. If a building system fails that prevents or materially interferes with occupancy, the tenant’s only remedy is to terminate the lease.

3. Lease Terms:

- a. Rent. to be negotiated
- b. taxes and utilities paid by tenant
- c. insurance: tenant property liability insurance required; personal property insurance recommended, but not required.
- d. maintenance of building and grounds by tenant
- e. Lease term: up to three years.

4. Building Inspection:

The building may be inspected by emailing Steve Peters at peterss@cityofplattsburgh-ny.gov.

5. Proposal Submissions:

- a. Deadline: July 16, 2013 at 12pm
- b. Form: proposals in electronic format should be sent to , peterss@cityofplattsburgh-ny.gov; hard copy proposals may be mailed or delivered to: City of Plattsburgh Recreation Department, 41 City Hall Place, Plattsburgh, NY 12901
- c. Content:
 - a. name and contact information for tenant

- b. a letter or writing describing: intended use; tenant's background and relevant business experience; proposed rent and lease term.
- c. signed copy of general conditions

General Conditions To Requests For Proposals

Modifications to the RFP: Any material clarifications or modifications to the RFP or the selection process will be made in writing and provided to all persons who submit proposals ("proposer"). It is the responsibility of the proposer teams, before submitting a response to the RFP, to ascertain if the City has issued any notices, clarifications, addenda, or other communications to proposers. Oral explanations or instructions from City staff, officials or consultants shall not be considered binding on the City.

Reserved Rights—The City reserves the right to:

- Modify or cancel the selection process or schedule at any time.
- Waive minor irregularities.
- Reject any and all responses to this RFP and to seek new proposals when it is in the best interest of the City to do so.
- Evaluate the proposals as to their veracity, substance and relevance to project and seek clarification or additional information from proposer and independent sources as it deems necessary to evaluation of the response, including evidence of the Proposer's financial status.
- Incorporate this RFP and the selected Proposer's response to this RFP as a part of any formal agreement between the City and the Proposer.

Hold Harmless: By participation in this RFQ/RFP process, Proposer agrees to hold harmless the City of Plattsburgh, its officers, employees and consultants from all claims, liabilities and costs related to all aspects of the selection process.

Public Information: All documents, conversations, correspondence, etc. between the City and Proposer s are public information subject to the laws and regulations concerning disclosure that govern the New York State municipalities, unless specifically identified otherwise.

Expenses: All expenses related to any Proposer's response to this RFP, or other expenses incurred while the selection process is underway, are the sole obligation and responsibility of the Proposer. The City will not, directly or indirectly, assume responsibility for these costs. The proposer shall not offer any gratuities, favors, or anything of monetary value to any official, employee, or outside consultant associated with the project for purposes of influencing consideration of a response to this RFP.

Representations: The City makes no representations about the conditions of the site, including buildings, utilities, and conditions. The respondent shall make its own conclusions concerning such conditions. Information referenced in this RFP or otherwise made available by City staff or consultants, is provided for the convenience of the responders only. The City does not warrant the accuracy or completeness of this information.

Proposers are advised that the laws that apply to municipalities engaged in projects such as this are different than those that apply to private persons. Laws that may apply to the building lease

transactions are competitive bidding and prevailing wage laws. If such laws are determined to be applicable, it may be unfeasible to proceed.

Exclusive Negotiations: The City reserves the right to hold exclusive negotiations with the selected Proposer that may differ from the terms and conditions originally solicited or offered.

Date: JULY 3rd, 2013

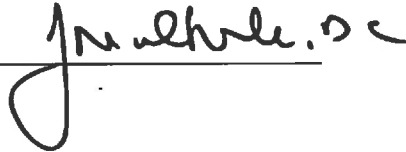
I understand that my response to the RFP for the Building is submitted subject to the above general conditions.

Name of Proposer:

JONATHAN MULHOLLAND, DC

by:

its:

A handwritten signature in black ink, appearing to read "Jonathan Mulholland", is written over a horizontal line that extends from the printed name "JONATHAN MULHOLLAND, DC".

REQUESTS FOR PROPOSALS –BUILDING LEASE

The City of Plattsburgh invites proposals for the establishment and operation of a health/wellness and/or sports medicine-related business to be established in the existing “Chaplain’s Building” adjacent to the City Recreation Center.

Electronic responses to the RFP should be emailed to the City of Plattsburgh Recreation Department, peterss@cityofplattsburgh-ny.gov, by July 15, 2013.

Date: July 1, 2013
Steve Peters
Superintendent of Recreation
City of Plattsburgh

REQUESTS FOR PROPOSALS –BUILDING LEASE

Chaplain’s Building adjacent to the City Recreation Center
June, 2013

In keeping with national trends, the City wants to use its assets to its full potential and expand the opportunities for residents and City Recreation Center facility users to have convenient access to health/wellness and/or sports medicine-related services. Proximity of these services to the City Recreation Center will provide opportunity for facility users to have access to injury prevention services, as well as injury management services. A variety of medically relevant techniques and services will be considered. In addition, lessee will encourage new and recurring membership at the City Recreation Center. It is requesting proposals for the lease of the “Chaplain’s Building” to accomplish these goals:

1. Establishment and Management of a health/wellness and/or sports medicine-related business
2. Lease of existing “Chaplain’s building”. (Building)

Proposals will be evaluated using the following criteria:

1. Compatibility of intended use with city objectives
2. Business experience of the principals.
3. Financial security for payments due the City.

The City will negotiate the terms of a contract or lease with the person whose proposal is accepted, however, there are certain conditions the city will require as part of any agreement.

General Conditions To Requests For Proposals

Modifications to the RFP: Any material clarifications or modifications to the RFP or the selection process will be made in writing and provided to all persons who submit proposals ("proposer"). It is the responsibility of the proposer teams, before submitting a response to the RFP, to ascertain if the City has issued any notices, clarifications, addenda, or other communications to proposers. Oral explanations or instructions from City staff, officials or consultants shall not be considered binding on the City.

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- Incorporate this RFP and the selected Proposer's response to this RFP as a part of any formal agreement between the City and the Proposer.

Hold Harmless: By participation in this RFQ/RFP process, Proposer agrees to hold harmless the City of Plattsburgh, its officers, employees and consultants from all claims, liabilities and costs related to all aspects of the selection process.

Public Information: All documents, conversations, correspondence, etc. between the City and Proposer s are public information subject to the laws and regulations concerning disclosure that govern the New York State municipalities, unless specifically identified otherwise.

Expenses: All expenses related to any Proposer's response to this RFP, or other expenses incurred while the selection process is underway, are the sole obligation and responsibility of the Proposer. The City will not, directly or indirectly, assume responsibility for these costs. The proposer shall not offer any gratuities, favors, or anything of monetary value to any official, employee, or outside consultant associated with the project for purposes of influencing consideration of a response to this RFP.

Representations: The City makes no representations about the conditions of the site, including buildings, utilities, and conditions. The respondent shall make its own conclusions concerning such conditions. Information referenced in this RFP or otherwise made available by City staff or consultants, is provided for the convenience of the responders only. The City does not warrant the accuracy or completeness of this information.

Proposers are advised that the laws that apply to municipalities engaged in projects such as this are different than those that apply to private persons. Laws that may apply to the building lease transactions are competitive bidding and prevailing wage laws. If such laws are determined to be applicable, it may be unfeasible to proceed.

Exclusive Negotiations: The City reserves the right to hold exclusive negotiations with the selected Proposer that may differ from the terms and conditions originally solicited or offered.

Date: _____, 2013

I understand that my response to the RFP for the Building is submitted subject to the above general conditions.

Name of Proposer:

by:

its:

REQUESTS FOR PROPOSALS –BUILDING LEASE

The City of Plattsburgh invites proposals for the establishment and operation of a non-residential business in the existing “Chaplain’s House” building adjacent to the City Recreation Center. The business and use of the building must complement the recreational and other programs offered at the City Recreation Center.

Detailed information can be obtained online at www.plattsburghrecreation.com . Hard copies of the information available on line can be obtained at the City of Plattsburgh Recreation Department at the City Recreation Center (52 US Oval). **Contact Information:** Steve Peters, 518-324-7709 Office, 518-324-7576 Fax.

Written responses to the RFP can be mailed to City of Plattsburgh Recreation Department, 41 City Hall Place, Plattsburgh, New York 12901 or an electronic copy emailed to petersscityofplattsburgh-ny.gov, by July 16, 2013 at 12pm.

Date: July 2, 2013

July 3, 2013

RE: Chaplain's Building Proposal

To whom it may concern:

This letter is in regards to your recent request for proposals to lease the Chaplain's Building on the US Oval. I have recently relocated back to Plattsburgh and plan on re-opening a Sports Chiropractic Office in the city. My clinic will be offering a combination of Sports Chiropractic treatments, personal training plan, and a "Running School" that will analyze, and improve, an athletes' running technique. Considering the location next to the Recreation Center, I believe my concept would be a perfect fit for the area.

My name is Jonathan Mulholland, I was raised in Plattsburgh, and I have more than 14 years experience as a Chiropractor, Exercise Scientist, and Strength & Conditioning Specialist. I have previously operated two private clinics in the area, and have acted as a consultant for a third.

Currently, I am the sports medicine provider and performance enhancement consultant for a number of national and international teams. These include the USA Bobsled teams, the New Zealand Cycling Teams, and the New Zealand Track & Field Teams. I just completed an 18-month world tour as the Team Doctor and Strength Coach for Bike New Zealand, including providing all of their medical services through the 2012 Summer Olympic Games in London, UK. Prior to that, I was the Clinic Director, Chief-of-Staff, and Assistant Professor at Northwestern Health Sciences University in Minneapolis, MN. Additionally, I was also selected as the only chiropractor on the US Medical Staff at the 2010 Paralympic Winter Games in Vancouver, Canada.

My professional experience is extensive, and is not limited to only providing chiropractic treatments. I am extremely experienced and comfortable lecturing to large groups. In October 2010, I was the keynote speaker at the New Zealand Academy of Sport's sports medicine conference in Christchurch, New Zealand. In July 2011, I delivered the keynote presentation at the Pan-American Games Sports Medicine Congress in Guadalajara, Mexico. Currently, I am a guest lecturer for the University of Southern Maine's Athletic Training Department, and with Northeastern University's Doctor of Physical Therapy Program. Additionally, I have been a featured expert in a number of international publications, and have a vast amount of experience in leadership positions, managing clinics, balancing budgets and motivating employees.

I could re-establish my office in practically any location in the North Country. However, being a Plattsburgh native, a Plattsburgh High School alumni (and Hall of Fame member), and a current resident of the City of Plattsburgh, I only plan on re-opening within the city limits. When brainstorming location options, I immediately thought of the US Oval. In particular, the former "Chaplain's Building." It is directly adjacent to the Recreation Center, has hundreds of athletes (young and old...) coming and going, and multiple options for providing a variety of services to a wide range of sports/athletes. In addition, there are also hundreds of other athletes that utilize the infield of the oval directly across from the building.

My proposal is to rent the building for \$400 per month. I will pay all utilities. I would be willing to sign a 1-year lease, with options to renew for an additional two-years. I would also personally take care of any cleaning and/or painting that will need to be done prior to opening an office.

If you have any questions, or would like some additional information, please contact me immediately at jonathanmulholland@mac.com or on my cell phone at: (518)-593-3194.

Thank you for the consideration,

Jonathan Mulholland, DC, CCSP, CSCS



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

Date: July 1, 2013

To: Mayor Donald M. Kasprzak

From: Bill Treacy, Manager

Subj.: MEUA Annual Meeting

As Manager of the Municipal Lighting Department, I hereby requests permission to attend the MEUA Annual Meeting on the August 20-23, 2013 to be held in Ellicottville, NY at an estimated cost of \$ 914.70.

Attached is a copy of information on the meeting for your review. Also attached is a resolution authorizing me to vote on issues at MEUA meeting on behalf of the City of Plattsburgh. This resolution will need to be approved by the Common Council. If you have any questions, please contact me.

ATT: 4

Cc: Councilor Jackson, MLD Liaison
Finance Director Kelly Clookey
Travel File

July 7, 2013

Plattsburgh City Council
41 City Hall Place
Plattsburgh, New York 12901

To Whom It May Concern:

On August 10, 2013 the Plattsburgh Farmer's Market is planning a celebration aimed at promoting healthy lifestyle and increase awareness of the local businesses. The event will focus on family and children. Last year's festivities were a great success and brought a large number of people downtown. This year we would like to add more events to this celebration. I am planning to organize a Zumba class for children, several raffles with produce and crafts from local vendors, and a bounce house. Some other activities are being planned by the transportation museum and local volunteers to entertain children with clown like activities. While children are having fun, parents can shop and become aware of the market and local businesses.

We would like to have your permission and support for this event. In particular, we would like to install an inflatable bounce castle to be placed in the parking lot between the market building and the Exxon-Gas Station. The inflatable bounce house will be installed by Taylor Rental of Plattsburgh. The device will be used for no more than four hours. We expect to be in operation from 10:00a.m. to 1:30p.m. The market will close at 2:00p.m.

We appreciate your time and consideration on this matter and what I believe is a very important event to support and promote our local market.

Please feel free to contact me if you have any questions at (518) 569-5639 or email me at paolofedi@gmail.com

Respectfully


Paolo Fedi
For The Plattsburgh Farmer's Market

✓ - DPW

✓ - PD

7/16/13

* if approve City Clerk
Needs proof of Insurance